

**MINUTES OF THE PROCEEDINGS OF A JOINT  
CITY COUNCIL AND URBAN RENEWAL AGENCY WORK SESSION**

**February 28, 2017**

The minutes of the proceedings of a City Council and Urban Renewal work session of the City of Coos Bay, Coos County, Oregon, held at 5:30 p.m. in the meeting room at Fire Station 1, 450 Elrod Avenue, Coos Bay, Oregon.

**Those Attending**

Those present were Councilors Drew Farmer, Jennifer Groth, Stephanie Kilmer, Stephanie Kramer, and Phil Marler. Mayor Joe Benetti and Councilor Lucinda DiNovo were absent. City staff present were City Attorney Nate McClintock, Finance Director Susanne Baker, Community Development Director Eric Day, Public Works Director Jim Hossley, and Police Chief Gary McCullough.

Council President Groth opened the meeting and stated the purpose of the meeting was for an informal review of the upcoming March 7, 2017 agendas, no decisions would be made.

**Petition for Angle Parking on 700 Block of S. 2nd Street**

Public Works Director Jim Hossley stated a petition was submitted on January 9, 2017 by the businesses, residents, and customers of the 700 block of South 2nd Street, between Golden Avenue on the north and Hall Avenue on the south, concerned about the lack of parking. They requested implementation of angled parking on the east side of South 2nd Street and parallel parking on the west side.

The 56-foot wide roadway would accommodate the parking revision; provide 30 to 35 parking places at a 45-degree angle or 40 to 45 parking places at a 60-degree angle. The street width would meet ease of ingress/egress and backing with either angle and would cost \$2,225 to \$2,400, depending upon the number of parking places striped. Staff recommended the 45-degree angle and Rex Miller, Agri-Tech Design, suggested leaving parallel parking from Hall Street north from the corner on Hall to his driveway to allow for trailers to load bark mulch.

**Bay Area Enterprise Library Cleaning Contract**

Public Works Director Jim Hossley stated ORS 279C 335 (1) (a) exempts from the competitive bid process qualified non-profit organizations which provided employment opportunities for individuals with disabilities, such as Bay Area Enterprises (BAE). The City had contracted with BAE since 2011 servicing City Hall, Visitor Center, City Shops, and recently the Library. The current two year contract would expire on May 22, 2017 unless extended. Library Board representative Bob More expressed concern from the Library Board regarding the cost and whether the City's contract rules applied to the Library. City Attorney Nate McClintock confirmed the Library's requirement to comply with City and State purchasing rules and the ability of the City to solicit bids for alternatives from ORS 279C 335 (1) (a). Discussion ensued on when quotes would be obtained and the quality of service provided by BAE. Consensus was staff would solicit bids based on various alternatives of award.

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### **Set a Public Hearing on a Proposal to Vacate the Portion of Division Avenue**

Community Development Director Eric Day stated an application was received from RAF Development of Laguna Hills, California to vacate the portion of Division Avenue between North Empire Blvd. and North Marple Street. The right-of-way in this portion of Division Avenue was platted 30-feet in width, unopened; and the adjacent property was owned by the City which was for sale and under consideration by RAF. Pursuant to State law, the City Council must set a date for the Planning Commission to hold the initial public hearing. Staff proposed to set a public hearing date for the vacation request before the Planning Commission during their regular meeting on April 11, 2017 with their recommendation coming before the Council on May 16, 2017.

### **Ordinance Amendment - Remove Reservation in a Vacated Area**

Community Development Director Eric Day stated in 1967, through Ordinance 2249, the City vacated a right-of-way (ROW) between Broadway St. and Bayshore Dr. and bordered by Alder Ave. As part of the vacation the City left a perpetual utility reservation in its place. Natural Grocers received Planning Commission approval for a new grocery store on this site and requested the City remove the utility reservation. Additionally, in the past the current site of Kozy Kitchen was built over the reservation area.

### **Road Grader Repair**

Public Works Director Jim Hossley on January 4, 2017, a winter storm accumulated up to four inches of snow which resulted in the 120 M CAT road grader being placed into service. While plowing on 7<sup>th</sup> Street the operator hit a manhole causing major damage to the cutting blade, blade motor, rotator, blade cutting edge, guide arms, hydraulic lines, etc. The blade and components of the rotator assembly fell completely off the equipment on impact, which broke the hydraulic line fittings.

Peterson Cat, North Bend, the local authorized repair center, provided an estimate to repair the 120 M Cat Road Grader of \$76,631.95. The City's insurance provider, Citycounty Insurance Services, would cover the cost of repairs less the \$1,000 deductible.

### **Discussion of Street Repair/Restoration projects for Fiscal Year Ending 2017**

Public Works Director Jim Hossley stated staff was requested to provide information on the restoration of Golden Avenue between 4<sup>th</sup> and 7<sup>th</sup> Streets and subsequently, contracted with Rick Skinner. Possible funding for resulting road work would be from the State of Oregon Surface Transportation (STP) Program funds. Mr. Skinner provided the following which did not include any storm drainage repairs or analysis:

Golden Avenue from 4<sup>th</sup> Street to 5<sup>th</sup> Street, 300-feet long and 44-feet wide, sidewalks on both sides, curb and gutter, a pavement condition index (PCI) rating of 56, heavy traffic, constructed of concrete with a delaminating asphalt overlay. From 5<sup>th</sup> Street to 7<sup>th</sup> Street, 425-feet long

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and 34 feet wide, no sidewalks from the Post Office to 7th Street on the north side, 12-inches of base rock and two lifts of asphalt ( 4-inches ), and a PCI rating of 63. A PCI of 56-70 represented a street in fair condition and a PCI of 41-55, poor condition.

Option 1: Patch and overlay, seven to ten year life, relatively inexpensive, would not replace the subgrade; the new surface would see surface cracking within a year and return to the same street surface within seven to ten years, at a cost of \$50,000.

Option 2: Use best management practices (BMP), 18-20 year life, cold plane removal, application of pavement fabric, asphalt leveling, a three-inch overlay from 4th Street to 5th Street, a two inch overlay from 5th Street to 7th Street, and replace two driveways. The pavement fabric would retard the reflection of underlying cracks in the underlying concrete which would reappear after several years, at a cost of \$75,000.

Option 3: Re-construct the street to new condition (new curb and gutter, sidewalks, driveways, ADA ramps, aggregate and asphalt paving), a 25 year life, ten inches of aggregate base, three inches of asphalt, would be engineered, at a cost of \$270,000.

Additionally, adjacent to the last repair on Coos River Highway, the north edge of the westbound lane would need to be repaired due to a slope failure and degraded driving conditions. The work would replace a culvert pipe, install drainage control on the north side of the street, grind off the top two to four inches of pavement, and repave. The length of the repair would be approximately 200 feet and would not alleviate the slope stability problem. The repair would control surface drainage to lessen future slope failures but would not be a permanent solution. The cost was approximately \$200,000. Mr. Hossley stated the Coos River Highway project was an emergency repair and depending upon the bids received, both this and the Golden Avenue project might be able to be funded with the STP funds. Councilor Groth asked the Council how they would like to prioritize projects and discussed the results of the pavement management study; suggested to follow the pavement management plan. Discussion ensued on the unknown availability of Federal funds for both projects, unknown utility costs, the fracturing of the roadway of Ross Inlet, how many more streets could be addressed doing the maintenance at a lesser cost, the pavement restoration policy, and potential City policy to mitigate large sewer lateral roadway expense for residents. Consensus was to pursue an option for Golden Avenue that would be a demonstration project for the public to help with the passage of a gas tax.

### **Consider Accepting Marshfield Pioneer Cemetery Lots**

Public Works Director Jim Hossley stated Cricket Soules presented to the Parks Commission, on behalf of Mrs. Hausler and her cousin, a donation of burial plots located next to the Sailors-Soldiers monument in the Marshfield Cemetery conditioned upon no human remains be placed in the plots. They offered to donate a bench and plaque recognizing the Coke, Anderson, and Luse families. The Parks Commission recommended acceptance of the donated plots.

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### **Coos Bay North Bend Water Board Reimbursement**

Finance Director Susanne Baker stated the reconstruction of the roadway and addition of pedestrian and bike path improvements of South Empire Blvd required the Water Board to replace a water main. To mitigate their expense, the Urban Renewal Agency (Agency) provided consensus to repay the Water Board for the remaining useful life of the water main, approximately three years, which equated to 4%, or \$65,743.61. The purchasing rules required Agency approval of expenditures over \$25,000.

### **Historic Preservation Grant Submittals – Recommendations from Design Assistance Team for Council Decision**

Community Development Director Eric Day stated in October of 2015, the City Council approved Ordinance 471 which established the historic preservation process to identify, recognize, and preserve significant properties and encourage the rehabilitation of historic buildings and structures. The City Council also approved Ordinance 472 which amended the duties of the Design Assistance Team (DAT) to act as the City's Historic Preservation Committee.

The Certified Local Government (CLG) program, a federal program (National Park Service) administered by the Oregon State Historic Preservation Office (SHPO), was designed to promote historic preservation at the local level. The City was approved to participate in the program on March 14, 2016 and qualified for a \$12,000 grant for public education/training and restoration projects with a 50% match required for the public education component. The training and education component was less than originally budgeted and the State approved to move the balance to the "Development" category to increase it to \$7,500.

Two qualified Historic Preservation Renovation grant applications were received and obtained DAT approval on January 30, 2017: 375 Central Avenue – Old City Hall, \$4,500: Materials and labor to repair façade cracks, pressure wash, prime and repaint building exterior. 631 S. 10th Street – Captain Bror W. Olsson House, \$3,000: Extend the exterior north kitchen area wall, restore the original east and west walls; all materials would be matched to the original windows, siding, and workmanship.


### **Other Business**

Public Works Director Jim Hossley stated staff would bring a contract for Council consideration at the March 7<sup>th</sup> meeting for Pacific Power for \$32,000 related to the construction of Pump Station No. 1.

### **Adjourn**

There being no further business to come before the Council, Council President Groth adjourned the meeting. The next regular Council meeting was scheduled for March 7, 2017 in the Council Chambers at City Hall.

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Jennifer Groth, Council President

Attest:   
Susanne Baker, City Recorder